ANNUAL REPORT

OF THE

DEPARTMENT

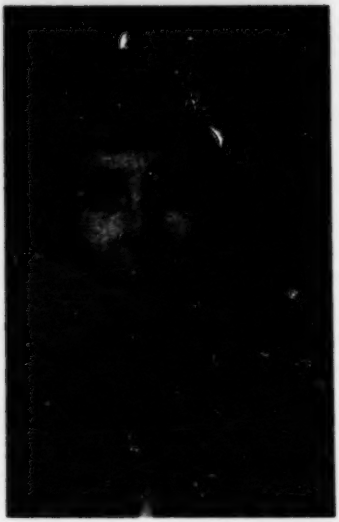
OF

EDUCATION

OF THE PROVINCE OF
PRINCE EDWARD ISLAND

FOR THE YEAR ENDING JUNE 30

1982



The Honourable J. Aubin Doiron
Lieutenant Governor of the Province of
Prince Edward Island

May it Please Your Honour,

It is my privilege to present the Annual Report of the Department of Education for the period July 1, 1981 to June 30, 1982.

Respectfully submitted,

Leone Bagnall

Leone Bagnall
Minister of Education

CONTENTS

DEPARTMENT ORGANIZATION 7
PERSONNEL 8
REPORT OF THE DEPUTY MINISTER 11

PROGRAMS AND SERVICES

School Construction 14
School Athletics 15

PROGRAM DEVELOPMENT AND IMPLEMENTATION 16

EDUCATIONAL SERVICES

Media Services 20
Pupil Personnel Services 22
Special Education 23

PROVINCIAL LIBRARY

Confederation Centre Library 25
Branch Library Service 26
Bookmobile 27
Planning Library 28
School Library Consultant 28
Media Centre 29
Technical Services 30

PUBLIC ARCHIVES 33

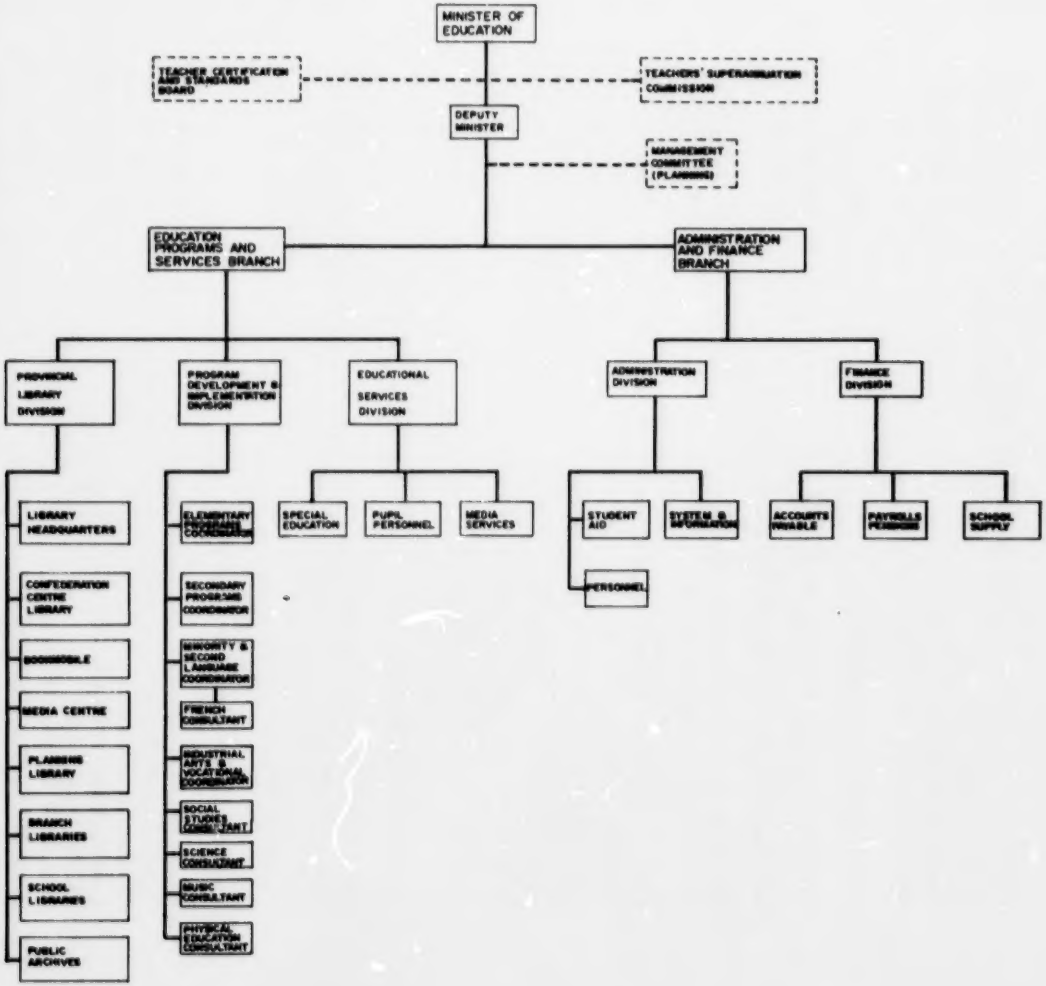
ADMINISTRATION AND FINANCE

ADMINISTRATION 36

Systems and Information 37
Student Aid Office 37
Registrar's Office 38
Personnel Services 38
Official Languages Programs 38

FINANCE 40

*STATISTICAL TABLES 42


MINISTER OF EDUCATION
TEACHER CERTIFICATION AND STANDARDS BOARD
TEACHERS' SUPERANNUATION COMMISSION
DEPUTY MINISTER
MANAGEMENT COMMITTEE (PLANNING)
EDUCATION PROGRAMS AND SERVICES BRANCH
ADMINISTRATION AND FINANCE BRANCH
PROVINCIAL LIBRARY DIVISION
PROGRAM DEVELOPMENT & IMPLEMENTATION DIVISION
EDUCATIONAL SERVICES DIVISION
ADMINISTRATION DIVISION
FINANCE DIVISION
LIBRARY HEADQUARTERS
CONFEDERATION CENTRE LIBRARY
BOOKMOBILE
MEDIA CENTRE
PLANNING LIBRARY
BRANCH LIBRARIES
SCHOOL LIBRARIES
PUBLIC ARCHIVES
ELEMENTARY PROGRAMS COORDINATOR
SECONDARY PROGRAMS COORDINATOR
MINORITY & SECOND LANGUAGE COORDINATOR
FRENCH CONSULTANT
INDUSTRIAL ARTS & VOCATIONAL COORDINATOR
SOCIAL STUDIES CONSULTANT
SCIENCE CONSULTANT
MUSIC CONSULTANT
PHYSICAL EDUCATION CONSULTANT
SPECIAL EDUCATION
PUPIL PERSONNEL
MEDIA SERVICES
STUDENT AID
SYSTEM & INFORMATION
PERSONNEL
ACCOUNTS PAYABLE
PAYROLLS
SCHOOL SUPPLY

PERSONNEL

As of June 30, 1982

Minister of Education . . . . . Hon. Fred L. Driscoll
Deputy Minister of Education . . . . . Lorne R. Moase

PROGRAMS AND SERVICES

Chief Director, Programs and Services . . . . . J. Charles Campbell

Division of Program Development and Implementation

Director of Program Development and Implementation, Acting . . . . . Sterling Stratton
Elementary Program Co-ordinator . . . . . Sterling Stratton
Second Program Co-ordinator . . . . . vacant
Minority and Second Language Co-ordinator . . . . . Tilmon Gallant
French Consultant . . . . . vacant
Industrial Arts and Vocational Co-ordinator . . . . . Gordon Bernard
Social Studies Consultant . . . . . Eldon Jamieson
Science Consultant . . . . . Don Norman
Music Consultant . . . . . William Bartlett
Physical Education Consultant . . . . . Jane Cushing
Vocational Agriculture Consultant . . . . . Frank Lawson

Division of Educational Services

Director of Educational Services . . . . . Tom Rich
Special Education Consultant . . . . . Elinor MacLellan
Pupil Personnel Co-ordinator . . . . . Margaret Kelly c.n.d.
Education Media Co-ordinator . . . . . vacant

Provincial Library and Public Archives

Provincial Librarian . . . . . Donald J. Scott
Branch Library Assistant . . . . . Judy Blakney
Bookmobile Librarian . . . . . Brenda Brady
Confederation Centre Librarian . . . . . William Masselink
Children's Librarian . . . . . Karen Litton
Director of Educational Media . . . . . William Ledwell
Librarian, Planning Library . . . . . Marilyn Bell
Technicial Services Supervisor . . . . . Priscilla Ykelenstam
School Library Consultant . . . . . Sandra Taylor
Provincial Archivist . . . . . Nicolas deJong
Assistant Archivist . . . . . Nancy MacBeath

ADMINISTRATION AND FINANCE

Chief Director, Administration and Finance . . . . . Wayne L. McMillan

Division of Administration

Director of Administration . . . . . Ronald F. Rice
Personnel Officer, Student Aid Administrator . . . . . David MacPherson
Student Aid Officer . . . . . Blanche Beaton
Administrative Assistant . . . . . Lynda Cameron
Management Information Co-ordinator . . . . . Linda Trenton

Division of Finance

Director of Finance . . . . . Gar Andrew
Administrative Officer . . . . . Wayne E. Schleyer
Accounting Technician . . . . . Paul Vandergaag
Co-ordinator of School Supply Services . . . . . David Cox
Manager of School Supply . . . . . Lomar Gaudet

REPORT OF THE DEPUTY MINISTER

Legislation

A number of substantive amendments were made to the **Teachers' Superannuation Act** during the year as follows:

i) a change in the composition of the Teachers' Superannuation Commission;

ii) a requirement for the employer to contribute to the Teachers' Superannuation Fund an amount equal to the amount of a teacher's contribution;

iii) provision for paying all administrative expenses out of the Fund rather than the legislative appropriation for education;

iv) removal of the requirement that the five years of highest salary on which a pension is calculated must be consecutive or continuous;

v) removal of any limitation on length of service outside of the Province for which contributions could be made to the Fund.

The University Act was amended to prohibit the use of the name "university" by any institution other than those universities established by acts of the Province and to limit the granting of degrees to those same universities and to the Maritime Christian College.

Negotiations

The Province concluded two-year collective agreements in 1981 with both the Canadian Union of Public Employees (Locals 1145, 1770 and 1775) on behalf of the non-instructional school board employees and with the Prince Edward Island Teachers' Federation. As the collective agreement with the Teachers' Federation provided for only a one-year salary settlement, negotiations on a new salary package were carried on during the spring and summer with a 12% award being made by an arbitation board on September 24, 1982.

Ministerial Advisory Committee on Curriculum

Late in 1980, the Minister established an advisory committee on curriculum to study and make recommendations on the direction education should take in the 1980's both at the elementary and secondary levels. The committee submitted its report to the Minister in December 1981. In receiving the report, the Minister said he hoped it may serve as a guide for improving Island education.

The Minister announced on June 18, 1982, the action government intended to take on some of the main recommendations of the report. He said, in part, "it is my intention to move toward a definition of a core curriculum at the elementary and junior high levels, and at the senior high school level to increase the number of required courses, and to increase the total number of credits required for high school graduation

. . . " He continued: "When the core program and the compulsory subjects are defined, it is my intention to prepare policy circulars and to have provincial curriculum guides reviewed to ensure that core skills are taught at each grade level in various subjects." The Minister concluded by commenting that these steps would bring about much of the standardization of curriculum across the province that the committee had recommended.

Learning Difficulties Program

The Advisory Committee on Learning Disabilities presented its report to the Minister in 1981. Based on the recommendations of the committee, additional teaching positions were assigned to Regional School Boards in both the 1981-82 and 1982-83 school years to assist in the identification of children with learning difficulties and to assist in diagnosing these difficulties and prescribing appropriate remediation.

Small Schools Assistance Program

A Small Schools Assistance Program was approved for the 1982-83 school year. This Program is designed to improve and equalize programs and services in small schools through the employment of additional teaching staff. In the 1982-83 school year, 22 small schools in School Units 2, 3, and 4 will be receiving assistance under this program.

Portability of Teachers' Certificates

At a meeting of the Council of Ministers of Education in January, 1982, the Ministers agreed to take steps to implement portability among the provinces and territories of teachers' certificates. On March 18, 1982, the Minister announced that Prince Edward Island, with the unanimous support of the provincial Teachers' Certification and Standards Board, was prepared to enter into agreements with other provinces and territories to provide for the portability of teachers' certificates.

To qualify for portability, teachers must possess the following three general qualifications:

- a valid certification to teach issued by a provincial or territorial government, and
- a three or four year degree awarded by a university accredited by a provincial government, and
- successful completion of one year of teacher training, or equivalent, as attested by a teacher training institution accredited by a provincial or territorial government.

Personnel

In November, 1981, Harold Landry retired from the Department after serving the Province's education system for almost 35 years as teacher and administrator.

During the year, Paul Vandergaag and Marilyn Bell were appointed to positions in the Department in the Administration and Libraries Divisions respectively.

Reorganization

A number of organizational and personnel changes took place in the Department of Education during the year to reflect its changing role.

Charles Campbell and Wayne McMillan were named chief directors of the two main branches of Programs and Services, and Administration and Finance, respectively.

The Curriculum Division was renamed the Program Development and Implementation Division and Sterling Stratton, former director, assumed the role of co-ordinator of elementary education. Gordon Bernard and Tilmon Gallant were named co-ordinators of the industrial arts and vocational education, and French language education sections, respectively. Plans are to fill the positions of director and French education consultant early in the next school year.

Tom Rich, former media consultant, was named Director of the Education Services Division while Ron Rice, a former director of this Division, was named Director of the new Administration Division.

General

The various activities of the Divisions during the year ending June 30, 1982, are presented in the following sections of this Report.

PROGRAM and SERVICES

The Programs and Services Branch of the Department was reorganized during the past year as part of the Departmental reorganization. There are now three divisions with Programs and Services: Program Development and Implementation Division, Educational Services Division and Provincial Libraries and Archives Division.

The Program Development and Implementation Division replaces the former Curriculum Division. The new Educational Services Division includes all services relating to special education plus education media services and pupil personnel services both of which formed part of the former Division of Teaching and Instructional Support. The Director of the Provincial Library Division and Public Archives who formerly reported directly to the Deputy Minister is now reporting to the Chief Director of Programs and Services. Detailed reports from each of these divisions appear under separate headings.

The Programs and Services Branch also retains responsibility for the school construction program as well as support to, and liaison with, the P. E. I. School Athletic Association.

School Construction

Englewood Elementary School which accommodates 325 students in Grades 1 to 9 was officially opened on April 16, 1982. A number of items related to this project were completed during the past year. The older part of the building which formerly served as a Regional High School has been renovated to accommodate the elementary school program. The new addition of 12,000 square feet to the school consists of a gymnasium, multipurpose room, new administrative offices, washrooms and storage rooms. The following new programs are now being offered: physical education, art and music.

During the 1981 - 82 school year major renovations and an extension to Montague Senior High School were carried out. This project when completed will provide a comprehensive high school program for approximately 875 students in Grades 9 to 12. It will also provide physical education facilities for an additional 200 Grade 7 and 8 students who attend the Montague Junior High School.

The extension to the building will include industrial arts shops, vocational shops, science laboratories, gymnasium, washrooms, change rooms, team rooms, and administrative offices. The entire older section of the building will be renovated to provide for other education programs. The former gymnasium will serve as a cafetorium and provide office space for the student council.

During the year planning proceeded for a new elementary school at Kinkora. This school will house 200 Grades 1 to 8 students. In addition to regular classrooms it will have a library resource center and facilities for physical education, science, art and music. Actual construction is anticipated to begin in the spring of 1983.

A planning committee was established in June 1982 to examine the facility needs at Souris Regional High School. It is anticipated that detailed plans for improved facilities at Souris Regional High School will be completed in the 1982 - 83 school year.

School Athletics

The Department worked closely with the P.E.I. School Athletic Association providing a staff member to act part-time as Executive Secretary, as well as providing office and secretarial services.

The PEISAA provides services to 61 schools, and increase of four over 1980 - 81. Sport programs were provided for 7400 students culminating in provincial championships in thirteen sports.

An evaluation of PEISAA programs were conducted and results were extremely positive. Member schools recommend that the PEISAA undertake measures to increase the number and quality of officials in each of the thirteen sports on the PEISAA calendar. As an Association it was decided to increase emphasis on sportsmanship and the educational goals of school sport.

In addition to the PEISAA function, the physical education consultant worked with the P. E. I. Physical Education Association to organize the present professional development workshops and in-service seminars. The Association developed a comprehensive self-evaluation package for physical educators. Workshops were held to discuss the results of the evaluation and program changes are planned for the Fall of 1982. The Association has maintained a direct liaison with the Canadian Association for Health, Physical Education and Recreation and will cooperate with this national body in celebrating National Physical Activity Week in May 1983.

PROGRAM DEVELOPMENT and IMPLEMENTATION

Formerly known as the Curriculum Division, the Program Development and Implementation Division is responsible for the preparation, implementation and maintenance of all authorized courses offered in the public schools of Prince Edward Island. The change in name of the Division has been made in recognition of the crucial importance of implementation procedures in bringing about the successful introduction or revision of a course. Implementation embodies the planning and carrying out of in-service training, pilot projects, and appropriate evaluation procedures. In practice, many aspects of implementation have always been part of the Division's responsibility. However, greater attention will be paid to implementation in future.

The reports which follow summarize projects and activities for the year ending June 30, 1982.

Mathematics

Following seven years of review and revision, the mathematics program for all grades remained unchanged.

Science

The new science program which is being introduced in grades 1 - 6 contains the following characteristics: a conceptual scheme in science, specific behavioral objectives, skills and suggested activities for the classroom and outdoors. The program has already been introduced at grades 1 to 4. This year the grade 5 program has been authorized. It includes a special unit on energy literacy as well as winter outdoor study activities. Operated in conjunction with Parks Canada these activities provide an unusual opportunity for study of some aspects of the Island environment.

At the junior high level, a new program is being piloted.

At the senior high level, new programs in biology and chemistry have been authorized.

Social Studies

During the 1981 - 82 school year, a number of changes were made in the grades 1 - 12 social studies program. At the elementary level, a contract was signed with a local publisher, Ragweed Press, to begin production of the new grade 6 social studies text. One unit of the text was field-tested in June 1982 and it is anticipated that the first draft of all the text will be completed by December 1982. Field-testing of the text will be undertaken during the 1982 - 83 and 1983 - 84 school years and the text will be available to all schools in September 1984.

At the junior and senior high school levels, new core textbooks were authorized for Grade 9 history, and a new core textbook and references were authorized for grade 11 geography. A series of province-wide in-service workshops for principals and teachers were conducted in all of the above areas and a number of new curriculum guides were written.

Health

The *Healthful Living Series* is now the authorized health program for grades 4 to 8 inclusive and it is recommended for use in grades 1 to 3. A pilot curriculum guide unit has been developed. It has a new format and will be evaluated during the 1982 Fall term.

The grade 9 health pilot will continue for another year in order to complete the evaluation of the two textbooks being considered.

A supplementary farm safety curriculum guide is being developed in conjunction with the Federation of Agriculture. The guide, and a filmstrip, will be available to schools in the Fall of 1982.

Physical Education

Elementary school physical education workshops have been held for the purpose of evaluating the curriculum and curriculum support materials. A curriculum guide will be developed using the guidelines established during the workshops.

The junior and senior high school programs are now well established. New physical education facilities have helped to strengthen several programs. Enrollment in elective physical education programs continues to increase.

Home Economics

The clothing guide for senior high schools has been reviewed by teachers and the final draft has been completed.

Language Arts

At the elementary school level, the Language Arts Committee completed its search for an integrated program which would include goals and objectives in listening, reading, speaking, and writing. Following extensive review procedures, the provincial committee selected *Expressways*, a language-experience program by Gage Publishing Company. Pilot teachers in grades 1 and 4 received introductory training during the Spring in anticipation of pilots beginning in September 1982.

In order to provide a replacement for dwindling stocks of *Basic Goals in Spelling* and *Spelling in Language Arts*, pilot projects in grades 2 to 6 inclusive were implemented during the year. It was anticipated that the new authorization in spelling would become available over a three year period. Since the *Expressways* series includes a spelling component in years 2 and 3, the Language Arts Committee will give further consideration to the need of retaining the fully sequenced *Canadian Spelling Program.*

English

Sequential changes in the junior high school program continued in grade 8. The revision consisted of (a) the adoption of a core reading component from the "Impressions" series entitled *Time Enough*, and (b) the consolidation of options A and B as outlined in the Program of Studies. These changes were consistent with those made in grade 7 one year earlier.

At the high school level (grades 10,11,12), a major study of all aspects of the program was initiated. Representatives from the five Regional Administrative Units and the University of Prince Edward Island began to review the Academic, General, and Practical courses within the senior school network.

Art

An Art Blitz was held at Evangeline Consolidated School. The Art Blitz is a co-operative venture of the Department of Education and the school units. It places an art specialist in every class in a school for a day, during which time art techniques are presented and ways of integrating art and other subjects are explored. The Blitz's are popular with requests being received from schools in all parts of the province.

Music

New texts continue to be supplied at the 1 - 6 levels, replacing those which are out-of-print. A new guide is being field-tested; it is expected that it will replace "New Approach to Music," the present guide for Music 1 - 6.

A guide for Musique 4 - 6 has been developed by a curriculum team from Prince Edward Island and Nova Scotia for use in French Immersion classes. It will be used in some classes in September, 1982.

French

Early French Immersion became an authorized program at grade 5 level for the first time and enabled an increasing number of schools in four Regional Administrative Units to expand their program offering in this area. Levels 6 and 7 continued being piloted in schools within Unit 3. Grade 1 French Immersion enrollment increased to 12% of overall grade 1 enrollment. The Department continued its efforts in providing French Library materials to schools housing French Immersion programs as well as purchasing 16 mm films and video tape programs in French.

Late French Immersion continued to be offered provincially from grade 7 to 12 inclusive but only at Queen Charlotte Junior High School and Colonel Gray Senior High School.

A new core French program became authorized at grade 4 level during the year and all schools implemented it.

Pre-vocational courses were introduced to students at Evangeline Education Centre and a new integrated Social Studies program was implemented in grades 1 - 3. The French language program within Unit 3 was offered for a second year with a slight increase in enrollment at L'Ecole Francaise.

Programs pertaining to French language education involving financial assistance from the department of the Secretary of State were continued during the year.

High School Vocational

During the year, the Program Development and Implementation Division in co-operation with Holland College, completed preliminary development of a number of pilot

projects in Business Information Processing Fundamentals, and Computer Operators. In addition, the Division, in co-operation with Unit 2, supported the development of a pilot project in Accounting.

With the co-operation of Holland College a conference on the timely theme "Communications: The Next Revolution" was organized and conducted. This November Conference was attended by 200 Island educators representing administrators, counsellors, vocational, business and industrial teachers.

The Division continued with a review of all High School Vocational Pre-apprenticeship and Pre-employment course offerings. The review process included the operation of eighteen Curriculum Work Groups comprised of high school vocational instructors, principals and vocational co-ordinators from Holland College and Regional Administrative School Units. The Work Groups were involved in the following major activities: the identification of minimum or core competencies/skills required for successful completion of each course module; a review of all aspects of course curricula and preparation of up-to-date course data; the identification of probable future program trends and the identification of in-service training and staff development activities.

The Program Development and Implementation Division, in co-operation with Holland College and the Department of Labour, maintains a large number of program advisory committees. The advisory committees are composed of management and labour representatives from the industrial and business community. These committees have made a significant contribution in the area of program planning by ensuring that existing and future vocational education programs are relevant to and compatible with current trends and developments in the industrial and business fields.

Work Groups have been established to further develop the program in High School Agriculture. Course outlines, core competencies and a wide variety of learning materials were identified, and the format for curriculum guides was selected. At year's end, plans to pilot a full-time Vocational Agriculture program at Royalty Center were accepted.

Driver Education

During the school year 1981 - 82, certificates were awarded to 840 students who successfully completed the driver education course.

Thirty hours of classroom instruction, eight hours of behind-the-wheel instruction and four hours of in-car observation are included in the course, taught usually as an extra-curricular subject. A pilot project to explore the feasibility of providing the course as an integral part of the school program has been continued.

A course in Driver Education Methods for instructors already teaching in the program was given in the summer of 1981.

The course outline for the in-class phase of the program was introduced, in part, in October, 1981. An expanded and revised outline is expected in September, 1982.

EDUCATIONAL SERVICES

The Educational Services Division is a new section which has assumed responsibility for pupil personnel services and media services (formerly part of the Division of Teaching and Instructional Support) and special education services (formerly part of the Curriculum Division). This re-organization was carried out in order to reflect a greater emphasis in the areas of special education, professional development and testing and evaluation.

MEDIA SERVICES

Through the Media Coordinator educational media related services are provided to department personnel and school units in four specific areas: production and acquisition of Media materials, AV equipment purchase, development of educational computing resources, and in-service training and assistance in media and computer selection and use. In addition, general media and computer projects undertaken through the Council of Maritime Premiers (CMP) and the Council of Ministers of Education, Canada (CMEC) are coordinated through this section. These services provide a comprehensive program for the development and improvement of the various media resources used in learning. Every effort is being made to make media resources and services as accessible as possible and to ensure the effective application of these resources to meet specific learning needs.

Production and Acquisition of Media Materials

This past year found the Department involved in a joint TV production with the Confederation Centre and in several other cooperative productions through the Council of Maritime Premiers. Assistance was also provided to curriculum consultants in the production of in-service television materials in physical education and language arts.

As part of the CMP media project, the Department is producing a program on Careers in Agriculture and a set of study prints on agriculture for elementary schools. In addition, we are participating in the production of a TV series on the History of the Acadians and a multi-media project on the interpretation of historical photographs.

The Department was actively involved in the development of a Canadian Literature TV series being undertaken by the Coordinating Committee for Media of the CMEC. This three year project will result in a 24 part series for use in high schools.

Acquisitions over the past year include a 30 part TV series on high school physics concepts and a 13 part geography series. Both of these were acquired in French and English language versions. A 20 part TV series on careers and 6 sets of filmstrip materials useful in instruction about computers were also acquired. All of this material was deposited at the Media Centre for distribution to schools. Duplicate copies of the TV materials were made available to schools upon request.

Finally, sets of school bus safety education materials were distributed to all elementary schools in September. Added to the material previously developed was a new poster produced by the Department for use in the grade 1 classes.

Equipment Purchase

Consultation on AV equipment purchase was provided to staff of two schools, Englewood and Montague Junior/Senior High, involved in a building program last year. Under the language training centre program, an additional 10 unit portable laboratory was provided to East Wiltshire Junior High School and the 35 position fixed laboratory at Holland College, Summerside Centre was moved and permanently installed at Three Oaks Senior High School.

Educational Computing

Over the past year the Media Coordinator has become actively involved in a number of projects involving computers. A microcomputer was acquired by the Department in order to familiarize consultants with its possibilities in education and to provide an opportunity for software review and evaluation. Information meetings were held with various unit personnel interested in using computers to exchange information.

A microcomputer based readability program was developed for use by the curriculum consultants in evaluating textbooks. In addition, the microcomputer was used to analyze data gathered about student attitude to textbooks being evaluated.

A major project initiated in the past year was to plan the introduction of the CHOICES computerized career guidance information system. This was a joint project carried out with Nova Scotia and New Brunswick under the auspices of the Council of Maritime Premiers. Extensive negotiations were carried out with the company marketing CHOICES and with equipment suppliers. This resulted in a joint purchase of the program and equipment for the three provinces with implementation to begin in the 1982 - 83 school year.

A CHOICES pilot involving two high schools on the Island was undertaken in the spring. In-service for the teachers involved was carried out with the cooperation of the Canada Employment and Immigration Centre.

Finally, the Media Coordinator was a member of the Departmental Committee responsible for determining the needs for word processing and was chairman of the Computer Advisory Committee established under the Council of Maritime Premiers and the Computer Sub-committee under the Coordinating Committee for Media of the CMEC.

In - Service Training and Assistance

During the past year 11 workshops or presentations relating to media and computer use were given by the Media Coordinator. Included were presentations and displays on the school bus safety program at the CEA national conference and the P. E. I. Teachers' Federation Annual Convention.

The operation of the In - Service Training Assistance Committee was substantially changed this past year. Rather than determine a single area of priority and provide bursaries to teachers, joint in-service submissions were solicited from the units and area associations.

On the basis of those submissions the committee recommended the funding of specific in-service courses or programs in each unit. Included were courses for teachers on exceptional children, computers and various vocational subjects.

PUPIL PERSONNEL SERVICES

Guidance and Counselling Services

The Department of Education, through the services of the Pupil Personnel Coordinator, continues to make a concerted effort to coordinate the services to school age children provided by various provincial departments and related private agencies and associations.

The Coordinator also provides a liaison between the Department of Education and the P.E.I. Guidance and Counselling Association, the Atlantic Guidance and Counselling Association and the Canadian Guidance and Counselling Association. Through these associations, P.E.I. is able to keep in touch with national trends in the area of guidance services and counselling techniques. There is also a close liaison between the Pupil Personnel Coordinator and the coordinators of guidance services in the School Units.

Other functions of the Coordinator are: consultation with school counsellors; assisting in the planning and evaluation of programs; providing resource materials and information on new trends, conferences and current literature; distributing career materials; coordinating Canada Career Week; and promoting in-service training and professional development programs for counsellors.

As President of the Atlantic Chapter of the Canadian Guidance and Counselling Association, the Coordinator was able to coordinate a Professional Development week throughout the Atlantic Provinces, October 4 - 8. Over 400 praticipants were privileged to hear Dr. Howard Kirschenbaum deliver a workshop on Humanistic Education.

The Pupil Personnel Coordinator serves on the interview team for applicants to the one year and four year B.Ed. program at University of Prince Edward Island and on the Provincial Red Cross Youth Committee.

Provincial Testing Program

The Canadian Test of Basic Skills was used in the provincial testing program in October 1981 and March 1982. The following numbers of students participated in the testing program:

Grade 9 –	1996 students
Grade 6 –	2117 students
Grade 3 –	1922 students
	6035 students

This was a decrease of 296 students from the 1980 - 81 testing program.

Testing materials and scoring services are provided by the Department of Education. The Pupil Personnel Coordinator is responsible for the overall administration of the program.

General Educational Development

The Pupil Personnel Coordinator is responsible for the administration of the G.E.D. program.

The tests of General Educational Development (G.E.D.) provide an opportunity for adults to obtain their High School Equivalency Certificate. This program has been in

effect in P.E.I. since 1971. From September 1971 to September 1982, 3,493 High School Equivalency Certificates have been issued for grades 9 through 12; grade 12 high school equivalency was obtained by 2,856 students. The attainment of these certificates has made it possible for the candidates to have a sense of personal satisfaction as well as professional and academic opportunities.

The G.E.D. TV series continues to be a valuable tool for preparation of the G.E.D. testing program. The two sets of tapes are in constant use throughout the province.

GENERAL EDUCATIONAL DEVELOPMENT EXAMINATIONS

Number of Certificates Issued

	Grades				
Sept. – June	**9**	**10**	**11**	**12**	**Total**
1971 - 72		1	15	459	475
1972 - 73	1	4	13	229	247
1973 - 74	7	10	36	190	243
1974 - 75	5	8	35	208	256
1975 - 76	7	9	54	228	298
1976 - 77	10	13	73	230	326
1977 - 78	14	18	56	255	343
1978 - 79	8	8	50	161	227
1979 - 80	7	15	33	290	345
1980 - 81	4	9	41	323	377
1981 - 82	13	32	28	283	356
TOTALS	76	127	434	2856	3493

SPECIAL EDUCATION

Classes for hearing impaired, behaviorally/emotionally disturbed and physically handicapped children are administered by the Department of Education.

Classes for elementary-age hearing impaired children are located in St. Jean Elementary and the junior high age class is in Stonepark Junior High. The school provides an auditory-oral continuous progress academic program. The staff of the School for the Hearing Impaired also provides a parent guidance program in which parents and preschool children are involved in a program on a regular basis either in the home or at school. Children with hearing impairments who are integrated into regular classes are also served on a regular basis. The school also provided audiological services.

Itinerant services are provided for visually handicapped pupils. During the year, about forty children with visual defects were being served.

Pupils who suffer from behavioral/emotional disorders are provided with an academic program while they are in treatment in the adolescent unit at Hillsborough Hospital.

A class which is located at Stonepark Junior High, staffed by two teachers, provides a non-graded academic program for cerebral palsied or other physically handicapped pupils who may need a somewhat protected environment.

Tutoring is provided in hospital or home to pupils who are unable to attend school due to sickness, accident, etc..

During the year, seven children were in attendance at the Atlantic Provinces Resource Centre for the Hearing Handicapped in Amherst, Nova Scotia, while nine children attended the Sir Frederick Fraser School for the Blind in Halifax, Nova Scotia. The Department of Education provides for the education of these two groups through grants made to the Atlantic Provinces Special Education Authority.

PROVINCIAL LIBRARY

The provincial government Computer Priorities Committee has approved a study to look into the feasibility of automating several of our operations. This includes the production of microfilm catalogue which could make a catalogue available in all the service outlets; automation of the inventory service which should reduce the staff time required for this process; and automating the circulation process at the Confederation Centre Library and the booking system at the Media Centre. This feasibility study was undertaken late in the year and results should be available in the summer of 1982.

It is expected that implementation of the recommendations resulting from the study would allow progress toward reducing some of the pressures and at the same time provide a better level of service.

Demands for service continue to grow. The availability of resources to provide these services is limited and increases can not keep pace with growing demands and inflationary costs. The problem is a common one for many organizations and certainly a very real one for the Provincial Library.

Increasing costs place pressures on individuals as well as on organizations. Individuals no longer have the disposable resources they have had in the past. People are looking to save money, and are doing things themselves which they might have paid for in the past. These people are turning to the library more and more for information. Unemployed people seeking less expensive means of recreation and entertainment become new or more regular users of the library. It has become obvious that grants can not be increased to keep pace with increasing demands and inflationary price increases, and some other solutions must be sought.

One of the most difficult decisions taken this year in approaching this problem has been to cut back on the amount of resources which is allocated to staffing. Two positions which became vacant have been deleted from the establishment. This decision was taken in order to allow some growth in the book budget enabling it to keep pace with inflation. To accomplish this a major reassignment of professional duties was carried out. This involved moving the branch library supervisor to the position of chief librarian at Confederation Centre Library and distribution of the duties of that position among several other staff members. The result has been considerable extra pressure on professional and clerical staff to absorb the duties of the two positions which have been eliminated.

Automation is seen as one of the other possible answers to our budget problems. The institution of automated systems will be expensive but it will expand the capability of staff to cope with increasing work loads, increase both the efficiency and the effectiveness of our operations and forestall the requirement to add additional staff.

CONFEDERATION CENTRE LIBRARY

In September the supervisor of the branch library system transferred to the Confederation Centre Library and assumed the duties of chief librarian. At the same time the children's librarian at Confederation Centre assumed the additional responsibilities of selecting children's books for the entire public library system.

The utilization of services at Confederation Centre increased significantly during the year. Circulation in the adult department increased 19%, and 10% in the children's library. The number of requests for specific items also increased by 10%. This is a particularly significant increase because of the heavy staff involvement in the reference/ request process. The Confederation Centre Library is open seven days a week and five evenings. To accommodate such a schedule there is a high dependence on part time, casual and student employment. We owe much to the dedication of these employees and the flexibility in scheduling which we are able to accomplish because of the availability of such help. With the increasing work pressure being experienced we will be required to give serious consideration to increasing this part of our staff.

The children's library has been attempting to change the emphasis of its service. Attention is being focused on the traditional aspects of children's library service, the encouragement of reading and attempting to cultivate awareness among both children and parents. Key to this is the contact the librarian has with children and parents. A vital aspect of this effort is the structured programmes offered to day cares and kindergartens which regularly use the library as well as the general story times which are open to the public. As well the librarian is available for individual consultation, readers advisory and reference services.

Promotion of community awareness about library services is a continual concern of all staff at Confederation Centre. The children's librarian coordinated the successful summer reading club again this year and all staff were involved in the annual Library Week activities. The major emphasis this year was on the large display held in the Confederation Court Mall. This attracted many of our regular clients, caused some new patrons to take out library cards and generated several hundred requests for material from the display.

BRANCH LIBRARY SERVICE

The branch library service has undergone several changes during this year. Changes in staffing at headquarters have affected the branch library operation with the reassignment of the duties of the former branch supervisor to several other employees. The high level of cooperation extended by all staff members has made this transaction a smooth one and the service has been able to operate with a minimum of disruption through the transitional period.

Also noteworthy was the retirement of two long term staff members, Mr. Alfred Chappell at Borden and Mrs. Dorothy Bolger at Hunter River. We are greatly in debt to both of these long term employees and wish to express our gratitude for their years of dedicated service.

A key to successful service in the branch library system is the ability to bring new books into the local library on a regular basis. The collections are generally small and become stale if there is not some regular exchange. For this reason we have attempted in recent years to exchange collections both summer and winter. During the year we have expanded the process of winter exchanges and see that as an ongoing and vital part of our efforts to keep the branch library collections alive and current.

It appears that these efforts are effective as the circulation throughout the branch system increased by 10% this year. Also of significance is the continued increase in use of the request system throughout all the branches. It is one of the basic tenets of our

philosophy that one should be able to access all resources of the library at any location in the system. It is very difficult to put that philosophy into proctice but a well functioning request system helps ensure any patron access to our resources from any location in the province.

BOOKMOBILE

The bookmobile service is very much dependent on the weather. During the winter of 81/82, this was very well illustrated by impassable roads, school cancellations and frozen vehicles. The harsh weather conditions are certainly reflected in the lower circulation figures for the year as bookmobiles were off the road or patrons were unable to reach the bookmobile stops. The following comparison clearly illustrates this fact:

	Service Days	Circulation
1980 / 81	380	149,645
1981 / 82	358	134,041

The bookmobile went on a reduced schedule for the summer, travelling only two weeks out of three rather than going to two week cycles as had been done in the past. Circulation and request traffic were down during the summer as a result. It is hoped that additional student help will be available in future so that this situation can be avoided.

It has not been possible to expand programmes or institute new services during the year. We have focused our attention on improving patron relations and taking advantage of any occasion which presented itself to obtain free publicity. Following are highlights of some of the service activities:

Children's Services

Regular visits were made to 26 schools and 2 day care centres. There is frequent and regular contact with teachers so that we are able to supplement the curriculum as well as providing general reading material. In addition the bookmobile participated in activities associated with Library Week, the National Book Festival and other celebrations. In 1981 the summer reading club was once again a favorite activity.

Senior Citizens

The bookmobile has four nursing homes and nine senior citizen manors on its schedule. There is a constant and growing demand for large print books and we regularly receive requests for talking books.

French Materials

Deposit collections are regularly distributed to some schools and one bus also carries a collection of French books on a regular basis. The demand here has been largely for "easy" books but with immersion students progressing through the grades we are beginning to experience increasing demands for books at a more sophisticated level. This will place a continued burden on the resources of the collection as the demand grows.

Outreach continues to be an important aspect of the work of the bookmobile and indeed the whole provincial library system. This year contacts were made with the Women's Institute through their district meetings across the province. Through the co-operation of radio station CFCY, we were able to broadcast some public service commercials. We continue to receive excellent cooperation from the CBC, CFCY, CHTN, CJRW, **The Guardian, The Journal Pioneer** and the **Graphic** in publicizing the bookmobile schecule.

PLANNING LIBRARY

The planning library provides reference library service to provincial government employees. Located in the Shaw Building of the provincial government administrative complex, it provides direct services to the occupants of the complex as well as an extension service to other employees in the city and across the province. In addition this service is also available to and utilized by members of the public.

Information needs are met through the utilization of the main book collection, the P.E.I. government documents collection and the full depository collections of Federal government documents, including Statistics Canada regular and census publications. In March of 1982 resources in health services administration were greatly augmented by the relocation to the planning library of books, periodicals and vertical file materials formerly housed in the Department of Health.

An established routing system regularly delivers to government personnel periodicals in their own field of expertise and interest. The service relies very heavily on the interlibrary loan system to provide materials of essential but limited interest. As pressures on budgets increase dependence on this system gets greater. On occasion, in the interest of providing the latest available information in some area, literature searches have been requested from one of the automated data bases. This is an expensive but very worthwhile service. Utilization of this service can be expected to increase in the future.

The end of the year saw the completion of the cataloguing and reshelving of the Prince Edward Island documents collection making it more easily accessible to patrons. Work continues in reclassifying and reorganizing the backlog of federal government documents and in weeding the general collection.

In December of 1981, Marion Kielly resigned her position to join the staff of Queen Elizabeth Hospital. Staffing at the library was arranged on an interim basis until the end of the fiscal year.

SCHOOL LIBRARY CONSULTANT

Providing information and assistance to school librarians and other personnel responsible for the library at the school building level continues to be a basic responsibility of the school library consultant. One more school, Georgetown Elementary added its name to the list of schools with an organized, centralized, viable school library during the year. The consultant's involvement included weeding the collection, working with school staff to reorganize the library, and setting up the card catalogue.

Identifying materials and assisting in the selection of materials is still the most frequent request from schools. A major activity this year was the selection of print materials for Englewood School from a capital grant made available when the school was renovated and expanded.

Library Week remains a primary activity. "Passport to Adventure" was the theme used in schools for Library Week 1982 held February 14 to 20. Working with members of the P.E.I. School Library Association, joint sponsors of the event, bibliographies were compiled and edited, activities designed, materials prepared and distributed to schools, libraries, day cares, and kindergartens within the province.

A book display was arranged for the annual convention of the P.E.I. Teachers' Federation in October on the theme "2001: The technology, the children, and the schools." An annotated bibliography of these books as well as other titles on the theme available for loan through the provincial library system was compiled for distribution during the convention. A display of Canadian children's books from the Children's Book Centre was also arranged for the convention.

The Provincial Library was successful in obtaining funds to have a project of school author readings to celebrate the National Book Festival in May 1981. This project brought three Canadian authors to the province during the Festival, May 11 to 17. Joyce Barkhouse, Beverley Allinson, and Cassie Brown visited eleven schools on the Island. In addition Cassie Brown had a public reading at the Confederation Centre Library and Joyce Barkhouse addressed the P.E.I. School Library Association.

The consultant once again acted as provincial coordinator for the Children's Book Festival held annually in November and sponsored by the Children's Book Centre. This involved promoting the Festival locally and arranging a tour for a Canadian children's author, Janet Lunn. She met children and adults during readings at two schools, Ellerslie

author, Janet Lunn. She met children and adults during readings at two schools, Ellerslie and Glen Stewart, and three public libraries, Cornwall, O'Leary and the Confederation Centre Children's Library.

Efforts continue to keep school librarians informed and to assist them in the selection of library materials. Three issues of the **School Library Newsletter** were published during the 1981 - 82 school year. Two awareness lists were produced and distributed to schools in the province during the winter and spring of 1982: **Fiction and Easy Books for Grades 1 - 9** and **Nonfiction Books for Grades 1 - 9.** Reviews of fiction and nonfiction books were mailed to ten senior high schools on a regular basis. Professional reviewing periodicals were also made available to school librarians who requested this service.

In other related areas, the consultant assisted Statistics Canada officials to collect data relating to school libraries and school board resource centres in this province. The consultant continued to work on the Amelia Frances Howard - Gibbon Award Committee of the Canadian Library Association to select the best illustrated Canadian book written for children. One new activity was begun in September 1981 when the consultant was elected to the Board of Directors of the Children's Book Centre.

MEDIA CENTRE

Utilization of Media Centre materials, measured by total number of bookings for 16mm film and video cassette materials, has probably reached the saturation point during the past year.

Circulation has more than doubled since 1975, and increased by close to 20% last year. This year's total shows an increase of 2%, with 37,592 bookings. This is far above the national average. There is some reason to believe this is saturation, given constraints imposed by population, the Media Centre collection size, and the ability of staff to handle more distribution volume.

During the past year, the Media Centre distributed a large volume of materials to a wide range of patrons, including the entire school system in the province, service clubs, senior citizens homes and groups, day-care and kindergarten classes, University of Prince Edward Island departments, and other government departments.

Some other services provided by the Media Centre included:

Theatre programs – In - house screenings on a daily basis for a wide range of people, including many evening programs;

Equipment loan and referral – Constant circulation of five 16mm projectors, screens, and other hardware items, and staff involvement in referring requests for equipment, video-tape dubbing and screening production, etc., to other sources;

Consulting services – Searching for materials for local industries, curriculum committees, University of Prince Edward Island departments, Sport P.E.I. and sport governing bodies, service clubs, other government departments, and others;

Other services – Special screenings outside the Media Centre for special projects, and a growing demand for community-based film programs, which reflects community interest in quality films of an educational nature.

Over the past few years, the Media Centre has, more and more, become just that – not only a film library, but a resource centre for information about special feature films, audio-visual equipment, production information, etc..

During the current year, with a limited budget to maintain a library to satisfy the volume that has been developed, it will be necessary to explode methods to deliver materials efficiently and at low cost, and educate borrowers to use film with care, and to lessen the turn-around time for materials, especially those which are in constant demand.

TECHNICAL SERVICES

Technical Services in its role as a centralized processing centre provides ordering, cataloguing and physical processing of print and AV materials for school and public libraries. Additionally, it supplies processing kits for materials housed at schools. This year the processing centre handled 39,746 items representing an increase of 33% over 1980 - 81. Two factors contributed to this increase – the return to normal budget levels for acquisitions and several special cataloguing projects completed during the year. In all, 10,580 new titles were catalogued; 6,915 of these for the provincial library system; 3,665 expressly for schools. In addition, 4,907 uncatalogued paperbacks were physically prepared for circulation in the provincial library system.

School requests accounted for approximately 49% of the processing centre's activities. The major project for schools took place during the summer months when existing classroom collections from three French Immersion schools were brought to the Provincial Library for cataloguing and processing. The object of this exercise was to have French material centralized within each school's library, accessible to the entire school population. Schools involved were Sherwood Elementary, Spring Park Elementary and West Kent Elementary – all in Unit 3. Technical services staff was assisted in this by a summer student funded through federal grant money available to the Department for immersion projects and materials.

Towards the end of the year the processing centre was busy working on the initial capital grant orders on Englewood School and Montague Junior Senior High with the expectation most materials would be ready by Fall 1982.

A questionnaire concerning the processing service was sent to all school libraries at the end of June'81. Eighty-three percent of the schools completed and returned the questionnaire. Seventy-five percent replied that withdrawal of the service would have a very great effect upon the operation. Comments indicated school librarians who were deeply dedicated to programs and working with teachers, and students, would suffer the greatest loss by the withdrawal of our services. Happily the Superintendents of Education for the School Boards have affirmed they wish the service to be continued.

Activities directed to the provincial library system included the retrospective cataloguing of both the P.E.I. government documents collection held at the planning library and the special P.E.I. collection (excluding pamphlets) held at the Confederation Centre Library. These projects should be completed by early 82/83 fiscal year.

From January to March the head of Technical Services worked in coordination with a Systems Analyst from Computer Services in preparing a feasibility study on automating the production of the library catalogue and the inventory. If approved both of these systems would mean reorganization of duties in the physical processing area as routine clerical duties are eliminated.

1983 will mark the 50th anniversary of the founding of the Prince Edward Island Libraries through the Carnegie Grants. Though conditions have changed a great deal since the founding of the system the basic principle of providing a universal free information service to the whole population remains as the cornerstone of our philosophy. Continued progress toward that goal will require the willingness of everyone involved in the system to maintain our long tradition of public service and to exercise all our ingenuity and open mindedness to seek better solutions to old and new problems.

PROVINCIAL LIBRARY

CIRCULATION and HOLDINGS (April 1 – March 31)

1977 - 78 to 1981 - 82

	1977 - 78	1978 - 79	1979 - 80	1980 - 81	1981 - 82
Holdings	173,676	181,998	191,044	194,755 *	180,000
Volumes Added	15,193	15,274	14,450	10,288	13,301
Volumes Withdrawn	4,272	6,952	5,404	6,577	3,600
Film Holdings	2,609	2,930	3,043	3,386	3,279
Films Added	250	331	241	325	124
Films Withdrawn	191	10	128	2	71
Video Tapes	250	271	365	510	536
Records	1,683	1,889	2,365	1,980	1,700
Newspapers	34	38	38	38	38
Periodicals	648	775	760	737	634
Circulations (Books and Records)	480,381	512,193	530,001	550,753	564,649
Bookings (16mm films & video tapes)	43,268	28,684	31,064	37,005	39,990

* Holdings for 1980-81 and earlier years were calculated by adjusting the previous year's holdings by volumes added or withdrawn. The inventory count at year end 1981/82 established the holdings more accurately at 180,000 volumes.

PUBLIC ARCHIVES

It was previously anticipated that the Public Archives would be relocated to the former Court House building in the early summer of 1982. However, the move has been set back and is now scheduled for early 1983. While the delay is regretted, it has served to heighten the appreciation for what will be vastly improved quarters.

The increase in number, with respect to research visits and enquiries and new accessions, are delineated in the tables below. The former continues to increase consistently which, while encouraging, is not without its associated problems. Additional collections have been received at a rate similar to other years. And, as always, we offer our sincere thanks and appreciation to those members of the public who have again been so generous in their support of the institution.

Reference and Research

The number of reference and research visits and enquiries totalled 3,550 during the year. The increase in demand for this service since 1972 is reflected in the following table:

REFERENCE AND RESEARCH VISITS AND ENQUIRIES

1972 - 1973 to 1981 - 1982

1972 - 73	–	1,077	1977 - 78	–	2,206
1973 - 74	–	1,543	1978 - 79	–	2,316
1974 - 75	–	1,501	1979 - 80	–	2,721
1975 - 76	–	2,178	1980 - 81	–	3,191
1976 - 77	–	2,196	1981 - 82	–	3,550

The summer months proved to be the busiest period of the year, however, the largest monthly attendance ever recorded occurred during March. The summer statistics reflect the increased usage made primarily by tourists interested in researching their genealogical ties with the Island. The high visitation in March can in large measure be attributed to university students engaged in term paper research.

Evening hours continued on a one day a week basis and this arrangement was again favourably received by the public.

The ever increasing overall level of attendance means that a proportionally greater amount of staff time is required for the direct supervision of the reading room. Such a situation necessarily limits the amount of time available for other archival responsibilities. Nevertheless, it is encouraging to note such an enthusiastic response from the researching public.

Acquisitions

A total of 81 new accessions were received by the Public Archives in 1981-82, a slight increase over the number recorded for 1980-81.

NUMBER OF NEW ACQUISITIONS RECEIVED

1972 - 1973 to 1981 - 1982

1972 - 73	– 82	1977 - 78	– 68
1973 - 74	– 69	1978 - 79	– 84
1974 - 75	– 61	1979 - 80	– 100
1975 - 76	– 95	1980 - 81	– 75
1976 - 77	– 82	1981 - 82	– 81

Of particular significance are the following: the C.F. Burke material regarding Maritime Central Airways; original copies of the Prince Edward Island newspapers, **The Weekly Advertiser and Colonial Times** (1855-57), **The People's Journal** (1857-58) and **The Examiner** (1855-57); photographic negatives from the **Guardian – Patriot** office; microfilm copies of Island Telephone Directories (1922-52); and an 1834 map of Prince Edward Island. The Public Archives continues to be active in collecting the records of Island churches and schools.

Regarding Government Records, material was received from the P. E. I. Housing Corporation, the Department of Tourism, Industry and Energy, Island Information Service, the Department of Justice, the Department of Finance, the Policy and Priorities Board, and the Department of Community Affairs.

Microfilm

A total of 99 reels of microfilm was exposed during the past year. The 13 reels of newspapers included **The Patron of Industry**, 1896 and **The Protestant and Evangelical Witness**, 1863. Parish records comprised another 13 reels and significant additions in this area included those of St. Peter's Anglican Church, Charlottetown and St. Patrick's Roman Catholic Church, Fort Augustus. An additional 66 reels of government related records were filmed along with a number of smaller collections which included genealogical charts, selected items from the rare book collections of the University of Prince Edward Island and the Confederation Centre Libraries, Unit 4 Regional School Board Minutes, and material of the Island District of the Canadian Bible Society.

Finding Aides and Structural Organization

Emphasis has again been placed, during the past year, on compiling Finding Aides for the various Record Group collections. Work has been done on the following:

R. G. 1 – Lieutenant - Governor
R. G. 8 – Provincial Treasurer/Department of Finance
R. G. 10 – Department of Education
R. G. 19 – Vital Statistics
R. G. 26 – Provincial Auditor
R. G. 27 – Island Information Service

These detailed listings assist not only in the efficient retrieval of files but also ensure maximum inventory control.

Records Management

The failure of the Public Archives to introduce a structured programme of records management within the Provincial Government was criticized in **The Auditor General's Report, 1980 - 1981.** The primary recommendation contained in that particular section of the report called for the introduction of such a programme. This position is consistent with that stated repeatedly on behalf of the Public Archives. The problem continues to be a shortage of staff which in turn prohibits the implementation of an on-going programme.

Again, some progress has been made through the Public Documents Committee, although the need for a structured programme definitely continues. Certain initiatives in this area have been undertaken, however, prospects for increased funding continue to be less than encouraging.

Conservation and Restoration

It has again been possible to undertake some routine conservation work in-house. Regrettably, the quantity of material processed was limited, which reflects the amount of staff time that can be allocated to this function. Otherwise, the Canadian Conservation Institute has undertaken restoration work on selected items from the cartographic collection. Inevitably, strict limits are imposed upon the number of items any institution may submit. Some progress continues to be made in this general area but it is still painfully slow.

Archaeology

The Council of Maritime Premiers' Committee on Archaeological Co-operation continued to meet regularly and again organized a program of summer field-work Unfortunately, a reluctance on the part of Nova Scotia to fund its share of the programme has raised some doubts about the future of the programme besides creating problems on continuity. The 1982 field program will, however, run as scheduled.

Also the National Museum has a crew working in the East Point area under the direction of Dr. D. Keenlyside. Further publications are planned and will include reports on the field-work undertaken by the National Museum of Man and the 1980 and 1981 survey results provided through the regional group.

Exhibits

The Public Archives continued to display material in the Confederation Centre Library. The main exhibit during the past year featured the H. B. Sterling photographic collection of Charlottetown and Summerside during the 1890's. Other displays to which the Public Archives made a contribution related to genealogical research and the Legislative Library.

ADMINISTRATION AND FINANCE BRANCH

Formerly known as the Administrative Services Division, the Administration and Finance Branch has been formed as a result of the Departmental reorganization. There are now two divisions within the Administration and Finance Branch namely the Administration Division and the Finance Division.

The Administration Division has been restructured to include all support services relating to personnel, including negotiating collective agreements with the Prince Edward Island Teachers' Federation and the Canadian Union of Public Employees Locals 1145, 1770 and 1775 (Bus Drivers, Clerical and Custodial employees); systems and information; student aid; teacher certification and classification of non-instructional employees; and the administration of various programs funded by the Department of the Secretary of State.

The Finance Division has been restructured in order to carry out functions related to all aspects of financial management in the Department. These functions include a full range of financial activities including budgeting, accounting, purchasing and inventory control; payroll; and accounts payable.

Detailed reports from each of these two Divisions appear under separate headings.

ADMINISTRATION

The Administration Division provides a variety of services to the education community from its four major sections.

The Systems and Information section serves a three-fold purpose, namely to coordinate the development or improvement of departmental computer systems and to monitor their continued operation; to maintain statistical data on students and teachers; and to provide an information service.

The Student Aid Office provides for the efficient operation of the Canada Student Loan Program and administers the P.E.I. Bursary Program.

The Registrar's Office exists primarily to administer teacher certification regulations.

The Personnel Office provides for personnel administration within the Department of Education.

In addition to its four major functions, the Division also provides liaison and coordination in a variety of other service areas such as federally funded Official Languages Programs, Canadian Education Association Teacher Exchange Program, the Interchange on Canadian Studies, the Teachers' Sabbatical Leave Program, the In-Service Training Assistance Program, Project Canada, and the Terry Fox Canadian Youth Center.

SYSTEMS AND INFORMATION

The Management Information Co-ordinator works with personnel throughout the Department to evaluate data processing needs and then assist in the implementation of changes. Some of the systems which have been examined in the past year are Regional Administrative Unit payrolls, teachers' superannuation fund and student records. The section also serves as liaison between Computer Services Division and those researchers or government agencies requesting access to computer files, or employees of the Department or Regional School Boards who wish to have surveys analysed.

The Systems and Information Section also has specific responsibility for the collection and compilation of data on students and teachers in the province. This information consists of various enrolment counts and projections for students; and breakdowns by certificate, experience, age, and salary for teachers.

A general information service is provided to the public and educational agencies which are seeking directories, publications and statistics, or inquiring about educational policy and legislation. Preparation of a monthly newsletter to all teachers, the departmental annual report, and various other handouts rests with this section.

STUDENT AID OFFICE

Canada Student Loans Program

The Canada Student Loans Act came into effect on July 28, 1964. Its purpose is to make financial aid available to needy students who wish to carry on full-time studies at the post-secondary level. Under the plan, the federal government guarantees loans, made by chartered banks and other designated lenders, to students on the basis of Certificates of Eligibility issued by provinces participating in the plan. The federal government carries the cost of interest on these loans while the student continues full-time study and for six months thereafter. The student must assume the responsibility for repayment of the loan after this six-month period.

The maximum amount that may be authorized for a student is $56.25 per week of study, which is normally $1,800 per academic year or $900 per semester. The overall amount of $9,800 is the maximum a student may receive under this plan.

During the year the Department continued in its efforts to promote necessary changes required in the Student Loans Act at the federal level.

P. E. I. Bursary Program

The P.E.I. Bursary Program is a financial assistance program established in 1969 by the provincial government. The object of the program is to supplement the monies that may be borrowed by needy students through the federal government's Canada Student Loans Program. The maximum bursary available to a student was $1,700 per academic year, or $850 per semester. The procedure for disbursement of funds in effect for 1981 - 82 was:

1. The first $1,800 of need is Canada Student Loan.
2. The next $1,700 of need is P.E.I. Bursary.
3. The balance of need to the maximum allowable is Canada Student Loan.

During the year, the Student Aid section processed and evaluated 1,615 applications for assistance. Of these a total of 1,553 received assistance.

REGISTRAR'S OFFICE

The Registrar's Office is responsible for administering the Department of Education regulations governing teacher certification. Examination and evaluation of training programs are conducted to ensure that applications meet the licensing requirements under academic, vocational or substitute regulations. Statements of professional qualifications are prepared for Island trained teachers seeking employment elsewhere. The Registrar's Office maintains liaison with the regional school boards and the high school division of Holland College to ensure current certification and teaching service records are available for all instructional personnel.

The Registrar's Office is also responsible for the maintenance of historic provincial examination results at the grade 8, 10 (Entrance), 11 (Common Examining Board) and 12 (Common Examining Board and Atlantic Provinces Examining Board) levels and the issuing of appropriate transcripts and records of marks as requested.

THREE YEAR COMPARISON OF TEACHING CERTIFICATES ISSUED

1979 - 80 to 1981 - 82

Type of Certificate	July 1/81 – June 30/82	July 1/80 – June 30/81	July 1/79 – June 30/80
Interim Academic	135	156	192
Permanent Academic	106	107	261
Vocational	21	18	22
Vocational Letter of Authority	17	23	17

PERSONNEL SERVICES

The personnel section is responsible for all aspects of personnel administration within the Department of Education. Included in these responsibilities is involvement in recruitment and selection of employees, maintenance of personnel records, administration of the Civil Service Act and Regulations, administration of the collective agreement between the Civil Service Commission and the Public Service Association, the establishment of departmental policies and procedures relating to personnel and the provision guidance and advice to employees on personnel matters.

The personnel section also acts as liaison with the Civil Service Commission for purposes of staff development training courses, and personnel service needs.

OFFICIAL LANGUAGES PROGRAMS

The Summer Language Bursary Program, funded by the Department of the Secretary of State, coordinated nationally by the Council of Ministers of Education, and administered provincially by the Department of Education provided some 50 Island post-secondary students with an opportunity to study their second official language

during a six week summer immersion course. The courses are offered at over forty participating universities across Canada and each Island student who participated received a $1,000 bursary. The University of Prince Edward Island, this province's only participating institution, provided spaces for approximately 130 students from across Canada during the summer of 1981.

The part-time Monitor Program, under which some 20 full-time post-secondary students were employed locally, provides French speaking students an opportunity to work part-time in the public schools by acting as teacher aides in French (immersion and second language) classes for up to eight hours per week. The number of monitors dropped slightly from 1980 - 81.

The pilot 'full time' Monitor Program made 3 full-time French speaking teacher aides available to public schools in this province. Unit 1, which due to distance from the University of Prince Edward Island does not receive any part-time monitors, received two full-time positions, and one was assigned to Unit 4.

The Department of the Secretary of State provided the province with funding for the continuation of the "Bourse de Voyage" Program and the Official Languages Study Fellowship Program. The former is made available to Island official minority language students to assist them in pursuing their post-secondary studies in French outside this province. The latter provides Island post-secondary students with an opportunity to follow a full year of study in a Canadian French language university or college. Approximately 15 students were accommodated under the "Bourse de Voyage" program with another 32 students having benefited from the Official Languages Study Fellowship Program.

FINANCE

The Finance Division is responsible for: budget analysis, preparation and control; purchasing and accounts payable; inventory control; Regional Administrative Unit payroll and financial information system (FIS) processing; maintenance of the Teachers' Superannuation Fund subsidiary ledger, and the School Supply.

Budget Analysis Preparation and Control

The Division is responsible for collection and analysis of budget requests from the five divisions of the Department; the five Regional Administrative Units; Maritime Provinces Higher Education Commission; Student Aid and the vocational high school division of Holland College.

The total budget was broken down as follows:

General Education	$ 4,630,800
Regional Administrative Units	60,580,200
Post-Secondary	15,294,200
School Construction	1,883,000
Holland College	3,122,500
	$85,510,700

Budget control is provided by the ongoing monitoring of the weekly F.I.S. reports as well as additional specific account analyses during the year.

Purchasing and Accounts Payable

The Finance Division prepares and/or checks and authorizes all payments for goods, services and grants made by the Department of Education. All purchase requisitions are prepared and files maintained for completion of the transactions.

Regional Administrative Unit F.I.S. and Payroll

The Unit F.I.S. and Payroll are processed by Computer Services Division, of the Department of Finance, with Finance Division acting as intermediary between the Units and Computer Services for output control and distribution.

Teachers' Supperannuation Fund

The subsidiary ledger (individual teacher accounts) are maintained by the Division on a computerized system. Responsibility for internal check of transactions; input of data; and balancing to general ledger control accounts rests with the Division.

Equipment and Furniture Inventory Control

The Division maintains a perpetual inventory system of all Department equipment and furniture, controlling inventory by location and by total number.

School Supply

The School Supply is a separate section of the Finance Division and is responsible for purchasing all approved texts and workbooks for schools in the province. Total expenditure for books in 1981 - 82 fiscal year was in excess of $670,000. Both the book inventory in the central warehouse and in each school is maintained and controlled by a computerized perpetual inventory system.

STATISTICAL TABLES

STUDENTS

TABLE 1.1 Elementary and Secondary Enrolment by School and Grade, October 31, 1981 43

1.2 Elementary and Secondary Enrolment by Age, Grade and Sex, October 31, 1981 49

1.3 Elementary and Secondary Enrolment by Year and Grade, 1967 - 68 to 1981 - 82 50

1.4 Comparison of Student Enrolment by Age Group, October 1977 to October 1981 51

1.5 Number of Students in French Second Language Courses as a Percentage of Unit and Total Enrolments by Grade, September 1981 52

1.6 Number of Students in Classes with French as Language of Instruction as a Percentage of Total Enrolment by Grade, September 1981 53

1.7 Student Enrolment in French Second Language Courses Converted to Full-Time Equivalents as a Percent of Grade Enrolment, 1979-80 to 1981-82 54

1.8 Provincial Vocational High Schools Enrolment by School, Grade and Program, October 31, 1981 55

1.9 Students who left School prior to Grade 12 Graduation by Age, Grade and Sex, September 1, 1981 to August 31, 1982 55

TEACHERS

2.1 Number of Full-Time Equivalent Insturctional Personnel by Certificate and Years of Teaching Experience, September 1981 57

2.2 Number of Full-Time Equivalent Instructional Personnel by Certificate, Sex and Average Salary, September 1981 58

FINANCIAL

3.1 Number of Full-Time Equivalent Employees by Category and Average Salary, 1981-82 59

3.2 Transportation Statistics, 1979-80 to 1981-82 60

3.3 Inventory of School Buses, 1981-82 61

3.4 Total Expenditure for Regional School Boards 1980-81 to 1981-82 62

3.5 Summary of Student Aid by Academic Year (July 1-June 30), 1979-80 to 1981-82 63

Table 1.1

PUBLIC AND PRIVATE SCHOOLS

ELEMENTARY AND SECONDARY ENROLMENT BY SCHOOL AND GRADE

OCTOBER 31, 1981

REGIONAL ADMINISTRATIVE UNIT 1

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
113	Westisle Composite High	-	-	-	-	-	-	-	-	-	298	255	247	11	811
122	Hernwood Junior High	-	-	-	-	-	-	169	170	154	-	-	-	5	498
123	M.E. Callaghan Junior High	-	-	-	-	-	-	186	169	166	-	-	-	11	532
130	Tignish Elementary	53	63	68	64	61	66	-	-	-	-	-	-	-	375
131	Alberton Elementary	52	51	54	56	73	53	-	-	-	-	-	-	6	345
132	Bloomfield Elementary	43	35	35	48	43	30	-	-	-	-	-	-	-	234
133	O'Leary Elementary	39	53	42	66	53	66	-	-	-	-	-	-	6	325
134	Ellerslie Elementary	42	56	43	60	59	43	-	-	-	-	-	-	6	309
135	St. Louis Elementary	40	45	41	40	54	56	-	-	-	-	-	-	-	276
	Total Unit 1	269	303	283	334	343	314	355	339	320	298	255	247	45	3705

Table 1.1 Continued

REGIONAL ADMINISTRATIVE UNIT 2

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
211	Kensington Intermediate/ Senior High	-	-	-	-	-	-	97	98	73	90	81	95	-	524
212	Kinkora Regional High	-	-	-	-	-	-	-	-	52	56	59	57	-	224
215	Three Oaks Senior High	-	-	-	-	-	-	-	-	-	393	370	349	-	1112
220	Summerside Intermediate	-	-	-	-	-	-	182	184	179	-	-	-	19	564
221	Athena Intermediate	41	45	47	51	44	45	51	97	101	-	-	-	-	522
222	Miscouche School	24	17	31	26	30	33	34	45	23	-	-	-	-	263
231	Borden Elementary	29	21	30	32	25	45	41	21	-	-	-	-	-	244
232	Elm Street Elementary	69	69	61	66	63	44	-	-	-	-	-	-	10	382
233	Queen Elizabeth Elementary	73	64	79	60	96	80	-	-	-	-	-	-	4	456
234	Kinkora Elementary	42	30	32	29	35	37	41	43	-	-	-	-	-	289
236	Parkside Elementary	45	59	59	63	70	95	-	-	-	-	-	-	-	391
237	Greenfield Elementary	73	83	84	65	100	88	-	-	-	-	-	-	9	502
	Total Unit 2	396	388	423	392	463	467	446	478	428	539	510	501	42	5473

Table 1.1 Continued

REGIONAL ADMINISTRATIVE UNIT 3

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
310	Charlottetown Rural High	-	-	-	-	-	-	-	-	-	367	294	356	-	1017
311	Colonel Gray Senior High	-	-	-	-	-	-	-	-	-	325	304	290	-	919
314	Bluefield High	-	-	-	-	-	-	-	-	-	257	245	261	-	763
320	Birchwood Junior High	-	-	-	-	-	-	151	149	157	-	-	-	26	483
321	Queen Charlotte Junior High	-	-	-	-	-	-	202	190	171	-	-	-	-	563
323	Stonepark Junior High	-	-	-	-	-	-	294	294	280	-	-	-	12	880
324	East Wiltshire Junior High	-	-	-	-	-	-	194	158	171	-	-	-	3	526
340	Glen Stewart Elementary	114	129	113	104	125	95	-	-	-	-	-	-	-	680
341	Central Queens Elementary	44	45	82	72	55	52	-	-	-	-	-	-	5	355
342	Eliot River Elementary	152	133	133	124	140	120	-	-	-	-	-	-	-	802
343	East Royalty Elementary	59	70	57	91	43	50	-	-	-	-	-	-	-	370
344	Fort Augustus Elementary	30	23	33	26	28	23	29	29	28	-	-	-	-	249
345	Englewood School	29	39	33	35	48	37	36	40	49	-	-	-	-	346
346	Parkdale Elementary	40	39	26	45	43	39	-	-	-	-	-	-	-	232
347	Prince Street Elementary	69	63	60	67	65	71	-	-	-	-	-	-	-	395
348	Stella Maris School	16	18	15	14	16	14	18	43	47	-	-	-	-	201
349	Sherwood Elementary	120	118	115	126	116	99	-	-	-	-	-	-	9	703
350	French School	3	3	4	3	3	-	2	-	-	-	-	-	-	18
351	Spring Park Elementary	79	58	58	60	64	83	-	-	-	-	-	-	-	402
352	St. Anne's Elementary	5	8	9	13	8	8	13	-	-	-	-	-	-	64
353	St. Augustine's Elementary	20	15	10	12	12	21	14	-	-	-	-	-	-	104
354	St. Jean's Elementary	60	61	59	44	55	44	-	-	-	-	-	-	19	342
355	West Kent Elementary	44	82	74	66	105	79	-	-	-	-	-	-	-	450
356	West Royalty Elementary	20	8	15	6	17	13	-	-	-	-	-	-	-	79
	Total Unit 3	904	912	896	908	943	848	953	903	903	949	843	907	74	10943

Table 1.1 Continued

REGIONAL ADMINISTRATIVE UNIT 4

SCHOOL CODE	AND NAME	GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
410	Montague Junior/Senior High	-	-	-	-	-	-	88	83	194	239	214	202	-	1020
411	Morell Regional High	-	-	-	-	-	-	-	-	86	82	92	88	7	355
412	Souris Regional High	-	-	-	-	-	-	-	-	92	98	102	77	-	369
440	Belfast Elementary	21	18	25	26	23	29	24	19	21	-	-	-	-	206
441	Cardigan Elementary	21	28	23	30	29	30	28	29	-	-	-	-	-	218
442	Dundas Elementary	19	10	32	23	13	18	19	18	-	-	-	-	-	152
443	Eastern Kings Elementary	26	10	26	24	22	19	21	28	-	-	-	-	-	176
444	Fortune Elementary	9	7	13	22	17	12	21	13	-	-	-	-	-	114
445	Georgetown Elementary	16	22	20	16	16	22	25	20	-	-	-	-	-	157
446	Montague Elementary	73	79	72	82	74	87	-	-	-	-	-	-	13	480
447	Morell Elementary	40	29	16	35	27	54	45	22	-	-	-	-	12	280
448	Mt. Stewart Elementary	15	20	12	15	12	10	14	16	-	-	-	-	-	114
449	Rollo Bay Elementary	24	18	22	18	24	26	23	19	-	-	-	-	-	174
450	Souris Elementary	34	45	35	42	43	57	41	33	-	-	-	-	7	337
451	Southern Kings Elementary	45	54	54	71	76	65	53	70	-	-	-	-	-	488
452	St. Peter's Elementary	17	11	12	16	17	20	12	16	-	-	-	-	-	121
453	St. Teresa's Elementary	10	6	5	3	8	6	4	4	-	-	-	-	-	46
454	Tracadie Cross Elementary	18	7	9	17	15	12	11	18	-	-	-	-	-	107
455	Vernon River Elementary	23	38	30	17	30	21	40	41	24	-	-	-	-	264
	Total Unit 4	411	402	406	457	446	488	469	449	417	419	408	367	39	5178

Table 1.1 Continued

REGIONAL ADMINISTRATIVE UNIT 5

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
510	Evangeline Regional High	-	-	-	-	-	-	-	-	65	40	42	42	-	189
530	Evangeline Elementary	31	33	38	36	38	46	51	42	-	-	-	-	-	315
	Total Unit 5	31	33	38	36	38	46	51	42	65	40	42	42	-	504

PROVINCIALLY OPERATED SCHOOLS

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
680	School for the Deaf	-	-	-	-	-	-	-	-	-	-	-	-	12	12
681	Cerebral Palsy School	-	-	-	-	-	-	-	-	-	-	-	-	6	6
	Totals	-	-	-	-	-	-	-	-	-	-	-	-	18	18

Table 1.1 Continued

PROVINCIAL VOCATIONAL HIGH SCHOOLS

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
791	Holland College Summerside Centre	-	-	-	-	-	-	-	-	-	-	83	32	-	115
891	Holland College Royalty Centre	-	-	-	-	-	-	-	-	-	-	28	22	-	50
	Totals	-	-	-	-	-	-	-	-	-	-	111	54	-	165

PRIVATE SCHOOLS

SCHOOL CODE AND NAME		GRADES													
		1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
970	Grace Christian School	6	4	3	4	3	5	9	7	5	-	-	-	-	46
971	Island Christian Academy	1	3	2	-	2	4	2	2	-	-	1	-	-	17
	Totals	7	7	5	4	5	9	11	9	5	-	1	-	-	63

	1	2	3	4	5	6	7	8	9	10	11	12	Special	Total
Provincial Totals	2018	2045	2051	2131	2238	2172	2285	2220	2138	2245	2170	2118	218	26049

Table 1.2

PUBLIC AND PRIVATE SCHOOLS
ELEMENTARY AND SECONDARY ENROLMENT BY AGE, GRADE AND SEX
OCTOBER 31, 1981

	1		2		3		4		5		6		7		8		9		10		11		12		SPECIAL		TOTAL		TOTAL
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Under 6	200	240																											
6	664	799	219	256	2																					1	209	249	458
7	40	71	683	750	181	194	2																		3	6	906	970	1876
8		6	86	101	660	728	168	177	2	5															6	3	922	1018	1940
9			6	12	66	171	700	712	213	163															6	6	993	1023	1916
10		1	1	1	6	27	62	214	722	748	154	140		1											4	6	949	1062	2091
11						6	12	46	102	103	726	662	172	170		3									6	11	1033	1160	2173
12					1	3	4	8	21	43	117	234	690	642	191	148	3	2							6	13	1031	1093	2114
13								3	3	10	30	68	150	263	661	632	180	120	3	2					5	8	1032	1077	2109
14										5	6	12	44	96	139	267	664	644	200	118	4	3			6	16	1039	1104	2143
15												4	13	26	42	107	183	268	671	686	186	109	7	6	16	12	1062	1067	2119
16												1		7	13	20	63	104	194	272	624	674	197	120	12	16	1082	1140	2223
17														1	1	2	10	16	62	109	183	244	707	516	9	12	1085	1110	2195
18																2		3	8	11	66	94	214	229	6	8	979	886	1874
19																		1	3	1	20	33	43	69	3	7	280	346	626
20																1			1	1	8	12	8	6	3	4	69	97	166
Over 20															1				3		9	4	5	3	1	2	17	20	37
Totals	932	1668	676	1070	924	1127	960	1162	1073	1148	1072	1100	1070	1215	1038	1182	1060	1078	1146	1100	1068	1072	1161	937	89	129	12627	13422	26049
	2618		2645		2051		2131		2238		2172		2285		2220		2138		2246		2170		2118		218				

TABLE 1.3

PUBLIC AND PRIVATE SCHOOLS
ELEMENTARY AND SECONDARY ENROLMENT BY YEAR AND GRADE
1967 - 68 TO 1981 - 82

	KIN	1	2	3	4	5	6	7	8	9	10	11	12	SPEC.	COM.	TOTAL
1967 - 68	43	3035	2880	2742	2670	2744	2710	2766	2575	2140	1897	1604	1260	173	118	29,357
1968 - 69	74	3084	2721	2823	2618	2605	2589	2648	2689	2189	1948	1559	1347	483	201	29,578
1969 - 70	61	3035	2806	2595	2641	2588	2534	2644	2642	2434	1948	1675	1461	445	175	29,684
1970 - 71	97	3040	2886	2889	2640	2708	2596	2706	2574	2597	2090	1697	1449	558	221	30,748
1971 - 72		2771	2809	2765	2911	2728	2681	2659	2614	2737	2137	1723	1443	592		30,570
1972 - 73		2479	2515	2826	2742	3196	2648	2666	2526	2731	2220	1841	1472	265		30,127
1973 - 74		2149	2421	2452	2822	2751	2822	2792	2506	2653	2271	1872	1411	231		29,153
1974 - 75		2235	2128	2502	2535	2750	2815	2928	2618	2541	2237	2006	1492	208		28,995
1975 - 76		2284	2167	2222	2414	2547	2750	2906	2815	2640	2227	1919	1621	131		28,643
1976 - 77		2186	2245	2187	2230	2432	2558	2892	2821	2729	2343	1922	1662	152		28,359
1977 - 78		2269	2181	2215	2235	2243	2455	2667	2778	2727	2405	2079	1644	156		28,054
1978 - 79		2179	2229	2208	2176	2162	2296	2534	2566	2621	2512	2141	1708	160		27,492
1979 - 80		2056	2176	2236	2163	2179	2208	2389	2368	2411	2527	2249	1892	173		27,027
1980 - 81		2130	2022	2137	2274	2172	2181	2292	2238	2335	2301	2353	2013	236		26,684
1981 - 82		2018	2045	2051	2131	2238	2172	2285	2220	2138	2245	2170	2118	218		26,049

NOTE: Enrolments are for private and public schools, and include the high school grades of Prince of Wales College, as well as the provincial high schools.

TABLE 1.4

PUBLIC AND PRIVATE SCHOOLS
COMPARISON OF STUDENT ENROLMENT BY AGE GROUP
OCTOBER 1977 TO OCTOBER 1981

AGE	1977	1978	1979	1980	1981
6	2107	1998	1913	1924	1878
7	2072	2134	2032	1923	1940
8	2061	2112	2147	2039	1915
9	2133	2071	2124	2173	2051
10	2059	2103	2075	2130	2173
11	2281	2102	2121	2086	2114
12	2457	2282	2124	2135	2109
13	2651	2483	2286	2119	2143
14	2731	2644	2435	2261	2119
15	2607	2586	2543	2383	2223
16	2201	2263	2352	2379	2195
17	1696	1602	1736	1877	1874

NOTE: Ages 6 to 17 only are included in the table since these represent the modal ages for Grades 1 to 12.

TABLE 1.5

NUMBER OF STUDENTS IN FRENCH SECOND LANGUAGE COURSES AS A PERCENTAGE OF UNIT AND PROVINCIAL ENROLMENTS BY GRADE SEPTEMBER 1981

		4	5	6	4 - 6	7	8	9	7 - 9	10	11	12	10 - 12	1 - 12
1	Number	279	327	294	900	336	309	279	924	97	38	26	161	2540
	Percent	83.5	95.3	93.6	90.8	94.6	91.2	87.2	91.1	32.6	14.9	10.5	20.1	68.6
2	Number	329	406	453	1188	408	453	363	1224	207	109	82	398	3357
	Percent	83.9	87.7	97.0	89.9	91.5	94.8	84.8	90.5	38.4	21.4	16.4	25.7	61.3
3	Number	778	846	758	2382	823	833	764	2420	409	166	141	716	5518
	Percent	85.7	89.7	89.4	83.3	86.4	92.2	84.6	87.7	43.1	19.7	15.5	26.5	50.4
4	Number	231	447	488	1166	442	413	255	1110	185	91	75	351	2632
	Percent	50.5	100.0	100.0	83.8	94.2	92.0	61.2	83.1	44.2	22.3	20.4	29.4	50.8
Provincial	Number	1617	2026	1993	5636	2009	2008	1661	5678	898	404	324	1626	14047
Total	Percent	76.0	90.7	92.1	86.4	88.3	90.8	77.9	85.8	40.0	18.6	15.3	24.9	54.1

NOTE: French second language courses are provincially authorized from Grades 4 to 12 and do not include those students enrolled in French Immersion classes.

TABLE 1.6

REGIONAL SCHOOL BOARDS
NUMBER OF STUDENTS IN CLASSES WITH FRENCH AS LANGUAGE OF INSTRUCTION AS A PERCENTAGE OF PROVINCIAL PUBLIC ENROLMENT BY GRADE
SEPTEMBER 1981

		GRADES												
		1	2	3	4	5	6	7	8	9	10	11	12	GRADES 1 - 12
French/Bilingual Classes	Number	34	36	44	39	41	47	52	43	66	40	44	43	529
	Percent	1.7	1.8	2.2	1.8	1.8	2.2	2.3	1.9	3.1	1.8	2.0	2.0	2.0
French Immersion Classes	Number	248	261	214	207	143	101	102	52	46	30	40	21	1465
	Percent	12.3	12.8	10.5	9.7	6.4	4.7	4.5	2.4	2.2	1.3	1.8	1.0	5.6
Provincial Total	Number	282	297	258	246	184	148	154	95	112	70	84	64	1994
	Percent*	14.0	14.6	12.6	11.6	8.2	6.8	6.8	4.3	5.3	3.1	3.9	3.0	7.7

* Figures may not add due to rounding

TABLE 1.7

REGIONAL SCHOOL BOARDS
STUDENT ENROLMENT IN FRENCH SECOND LANGUAGE COURSES CONVERTED TO FULL – TIME EQUIVALENTS * AS A PERCENT OF PUBLIC GRADE ENROLMENTS

	1979 – 80			1980 – 81			1981 – 82		
GRADE	GRADE ENROLMENT	F.T.E. FRENCH ENROLMENT	PERCENT OF GRADE	GRADE ENROLMENT	F.T.E. FRENCH ENROLMENT	PERCENT OF GRADE	GRADE ENROLMENT	F.T.E. FRENCH ENROLMENT	PERCENT OF GRADE
1	2056	17.7	.86	2119	12.6	.59	2011	12.1	.60
2	2176	21.8	1.00	2013	15.6	.77	2038	14.2	.70
3	2236	28.6	1.28	2128	22.5	1.06	2046	17.7	.87
4	2163	89.2	4.12	2266	118.9	5.25	2127	97.3	4.57
5	2179	112.9	5.18	2166	149.1	6.88	2233	137.6	6.16
6	2208	132.9	6.02	2175	163.6	7.52	2163	145.8	6.74
7	2389	193.9	8.12	2289	203.9	8.91	2274	186.5	8.20
8	2368	190.0	8.02	2235	189.4	8.47	2211	189.4	8.57
9	2411	201.2	8.35	2333	194.0	8.32	2133	166.4	7.80
10	2521	128.3	5.09	2300	109.4	4.76	2245	133.7	5.96
11	2249	82.8	3.68	2353	70.0	2.97	2169	60.7	2.80
12	1892	51.9	2.74	2013	52.7	2.62	2118	48.1	2.27
TOTAL	26848	1251.2	4.66	26390	1301.7	4.93	25768	1209.2	4.69

* The number of students taking French as a second language is converted to full - time equivalents by multiplying the number of students by the number of minutes per week and dividing by 1500 (25 hrs. / week).

TABLE 1.8

PROVINCIAL VOCATIONAL HIGH SCHOOLS
ENROLMENT BY SCHOOL, GRADE AND PROGRAM
OCTOBER 31, 1981

	Cosmetology	Retail Sales	Business Education	Carpentry	Engineering Graphics Drafting	Electrical Wiring	Electronics	Clothing Construction	Motor Vehicle Repair	Bricklaying	Plumbing	Welding	Computer	TOTALS
Holland College Royalty Centre														
Grade 11, Post 10	8	-	9	-	5	-	-	-	-	-	-	6	-	28
Grade 12, Post 11	-	-	22	-	-	-	-	-	-	-	-	-	-	22
SUB - TOTALS	8	-	31	-	5	-	-	-	-	-	-	6	-	50
Holland College Summerside Centre														
Grade 11, Post 10	9	6	12	4	9	6	10	-	2	6	5	9	5	83
Grade 12	1	-	-	7	4	3	6	3	7	-	-	1	-	32
SUB - TOTALS	10	6	12	11	13	9	16	3	9	6	5	10	5	115
TOTALS	18	6	43	11	18	9	16	3	9	6	5	16	5	165

TABLE 1.9

PUBLIC AND PRIVATE SCHOOLS
STUDENTS WHO LEFT SCHOOL PRIOR TO GRADE 12 GRADUATION
BY AGE, GRADE AND SEX
SEPTEMBER 1, 1981 TO JUNE 30, 1982

AGE	1		2		3		4		5		6		7		8		9		10		11		12		SPEC.		TOTAL		TOTAL
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
UNDER 14	4	2	1	2	1	0	2	3	2	0	1	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	14	8	22
14	0	0	0	0	0	0	0	0	0	0	0	2	7	4	4	5	2	0	1	0	0	0	0	0	0	0	14	11	25
15	0	0	0	0	0	0	0	0	1	0	2	0	24	4	19	5	8	15	5	4	0	0	0	0	3	1	62	29	91
16	0	0	0	0	0	0	0	0	0	0	1	0	7	6	24	9	33	7	20	20	9	5	0	1	2	0	96	48	144
17	0	0	0	0	0	0	0	0	0	0	0	0	4	1	3	2	25	12	44	37	30	32	9	9	2	0	117	93	210
18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	7	4	33	21	54	39	32	40	1	1	130	106	236
OVER 18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	6	9	42	29	50	59	2	1	102	98	200
TOTALS	4	2	1	2	1	0	2	3	3	0	4	2	45	16	53	22	77	38	109	91	135	106	91	109	10	3	535	393	928

NOTE: ALL STUDENTS REPORTED IN THIS TABLE HAVE DISCONTINUED THEIR EDUCATION IN THE PUBLIC AND PRIVATE SCHOOLS OF THE PROVINCE PRIOR TO GRADUATION AND DID NOT REPORT THAT THEY WOULD BE CONTINUING THEIR STUDIES ELSEWHERE.

TABLE 2.1

REGIONAL SCHOOL BOARDS
NUMBER OF FULL - TIME EQUIVALENT INSTRUCTIONAL PERSONNEL BY CERTIFICATE AND YEARS OF TEACHING EXPERIENCE
SEPTEMBER 1981

CERT.	TOTAL	LESS THAN 1 YEAR	1	2	3	4	5	6	7	8	9	10 TO 14	15 TO 19	20 TO 24	25 TO 29	30 TO 34	35 AND OVER
C2	32.5	-	-	-	-	-	-	-	.6	-	-	3.4	13.5	5.5	7	1.5	1
C3	50.25	-	-	-	-	-	-	.4	-	-	-	6.5	15.35	14.5	10	2.5	1
C4	295.28	7.13	17.1	10.75	14.5	14.1	9.5	16	12.1	7.7	7	54.2	56.7	41	17.5	8	2
C5	673.81	8.25	11.95	16	24.1	-22.83	35.5	37.7	42	27.9	2805	205.58	108.45	69.5	26	9	1
C5A	161.7	-	2	2	-	-	6.7	2	5	7	4	54	33	22	13	6	5
C6	171.66	-	1.7	2	4	-	4	6	8.6	4.6	6	50.96	40.4	20.5	15.5	6.4	1
Voc. C1	5	1.5	-	-	-	1	-	-	1	-	-	.5	1	-	-	-	-
Voc. C2	8	-	-	3	1	-	-	-	-	-	-	2	1	1	-	-	-
Voc. C3	4	1	-	2	-	1	-	-	-	-	-	-	-	-	-	-	-
Voc. C4	3	-	-	1	-	-	-	-	1	-	1	-	-	-	-	-	-
Voc. C5	2	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-
Voc. C6	1	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-
TOTALS	1408.20	17.88	32.75	36.75	43.6	38.93	55.7	62.1	70.3	47.2	4605	380.14	269.4	174	89	33.4	11

NOTE: Instructional Personnel include all certified teaching and supervisory staff, both school - based and board - based.

SOURCE: Elementary - Secondary Teacher System, Statistics Canada.

TABLE 2.2

REGIONAL SCHOOL BOARDS

NUMBER OF FULL-TIME EQUIVALENT INSTRUCTIONAL PERSONNEL BY CERTIFICATE, SEX AND AVERAGE SALARY

SEPTEMBER, 1981

	MALES			FEMALES			TOTAL		
CERTIFICATE	NO.	PERCENT	AVERAGE SALARY	NO.	PERCENT	AVERAGE SALARY	NO.	PERCENT	AVERAGE SALARY
C2	1	0.1	16,285	31.5	2.2	16,273	32.5	2.3	16,274
C3	3	0.2	19,338	47.25	3.4	19,326	50.25	3.6	19,326
C4	40.6	2.9	20,524	254.68	18.1	22,561	295.28	21.0	22,279
C5	322.95	22.9	26,267	350.86	24.9	25,876	673.81	47.8	26,064
C5A	89.7	6.4	29,040	72	5.1	29,076	161.7	11.5	29,056
C6	119.16	8.5	32,448	52.5	3.7	29,809	171.66	12.2	31,636
Voc. C1	3	0.2	20,692	2	0.1	18,613	5	0.4	19,860
Voc. C2	5	0.4	23,121	3	0.2	20,681	8	0.6	22,206
Voc. C3	4	0.3	26,426	-	-	-	4	0.3	26,426
Voc. C4	3	0.2	25,122	-	-	-	3	0.2	25,122
Voc. C5	2	0.1	27,523	-	-	-	2	0.1	27,523
Voc. C6	1	0.1	30,688	-	-	-	1	0.1	30,688
TOTALS	594.41	42.2	27,424	813.79	57.8	24,587	1408.2	100.0	25,787

NOTE: Instructional Personnel include all certified teaching and supervisory staff, both school - based and board - based.

SOURCE: Elementary - Secondary Teacher System, Statistics Canada.

TABLE 3.1

REGIONAL SCHOOL BOARDS

NUMBER OF FULL - TIME EQUIVALENT EMPLOYEES BY CATEGORY AND AVERAGE SALARY

1981 – 82

	UNIT 1		UNIT 2		UNIT 3		UNIT 4		UNIT 5		TOTAL	
	No.	Average Salary	No:	Average Salary	No.	Average Salary	No.	Average Salary	No.	Average Salary	NO.	Average Salary
Clerical	15.4	11,359	22.6	11,569	39.7	13,180	22	12,369	2.35	14,494	102.05	12,404
Janitorial	30.1	12,941	41.0	13,623	61.2	14,874	31.86	13,682	5	12,634	169.16	13,936
Transportation	70	9,176	62.0	9,985	111.0	10,827	89	10,023	10	9,856	342	10,099
Board Based Supervisory:												
Non Instructional	3	28,091	3	24,887	3	28,091	3	28,020	1	22,645	13	26,916
Instructional	4	34,225	8	34,272	9.6	33,377	5	34,212	2	32,571	28.6	33,836
Teachers	204.15	24,182	289.4	25,388	573.05	26,094	281	25,477	32	25,651	1379.6	25,527
Unit Totals	326.65	19,485	426.0	21,444	797.55	22,560	431.86	20,873	52.35	21,097	2034.41	21,437

TABLE 3.2

REGIONAL SCHOOL BOARDS

TRANSPORTATION STATISTICS 1979 - 80 TO 1981 - 82

SCHOOL BOARD OWNED BUSES	1979 - 80	1980 - 81	1981 - 82
1. Number of Operational Buses	339	341	327
2. Seating Capacity of Buses Used	20,074	20,310	19,668
3. Number of Students Transported	19,535	19,042	18,677
4. Kilometers Per Day Regular Route	23,647	23,420	23,103
5. Kilometers Per Year Regular Route	4,344,762	4,356,931	4,198,491
6. Kilometers Per Year -- Extra Curricular Use	614,716	447,129	351,170
7. Total Kilometers Per Year (5 +6)	4,959,478	4,804,060	4,549,661
8. Cost of Salaries and Benefits	$3,122,382	$3,431,860	$4,029,887
9. Cost of Bus Operation *	$1,215,804	$1,444,383	$1,772,553
10. Total Transportation Operational Cost (8 + 9)	$4,338,186	$4,876,243	$5,802,440
11. Average Number of Students Per Bus (3 ÷ 1)	57.6	55.8	57.1
12. Average Number of Yearly Kilometers Per Bus (7 ÷ 1)	14,630	14,088	13,913
13. Operational Cost Per Bus. (9 ÷ 1)	$ 3,586	$ 4,236	$ 5,421
14. Operational Cost Per Kilometer (9 ÷ 7)	$ 0.25	$ 0.30	$ .39
15. Total Transportation Operational Cost Per Student Transportated (10 ÷ 3)	$ 222.07	$ 256.08	$ 310.67

* Bus Operation costs are for regular route and extra curricular use.

TABLE 3.3

REGIONAL SCHOOL BOARDS
INVENTORY OF SCHOOL BUSES
1981 – 82

	NUMBER OF BUSES ON HAND JULY 1, 1981	BUSES SOLD SINCE JULY 1, 1981	OTHER BUSES REMOVED FROM INVENTORY	NEW BUSES ORDERED	NEW BUSES DELIVERED	NUMBER OF BUSES ON HAND JUNE 30, 1982	COST OF NEW BUSES ORDERED
UNIT 1	75	7	0	7	6	74	$179,030
UNIT 2	68	0	6	4	2	64	$ 61,311
UNIT 3	128	13	0	5	5	120	$184,549
UNIT 4	96	5	0	3	3	94	$ 92,911
UNIT 5	12	1	0	0	0	11	-
TOTAL	379	26	6	19	16	363	$517,801

TABLE 3.4

TOTAL EXPENDITURES FOR REGIONAL SCHOOL BOARDS

(JULY 1 – JUNE 30)

	1981-82	1980-81
ADMINISTRATIVE EXPENSE		
Salaries	$ 2,263,440	$ 2,004,647
Operating	$ 683,118	$ 600,903
	$ 2,946,558	$ 2,605,550
INSTRUCTIONAL EXPENSE		
Salaries	$40,020,204	$35,641,284
Operating	$ 957,374	$ 980,095
	$40,977,578	$36,621,379
SCHOOL MAINTENANCE and OPERATION EXPENSE		
Salaries	$ 2,827,296	$ 2,420,821
Operating	$ 4,559,515	$ 3,903,712
	$ 7,386,811	$ 6,324,533
TRANSPORTATION EXPENSE		
Salaries	$ 4,064,446	$ 3,590,769
Operating	$ 1,747,617	$ 1,425,628
	$ 5,812,063	$ 5,016,397
CAPITAL		
Capital Equipment and Renovations	$ 440,273	$ 531,841
Bus Purchases	$ 528,051	$ 718,571
Debt Retirement	$ 4,332,937	$ 4,034,059
	$ 5,301,261	$ 5,284,471
	$62,424,271	$55,852,330

NOTE: Due to changes in accounting policies these amounts cannot be compared directly to previous year's schedules.

TABLE 3.5

SUMMARY OF STUDENT AID BY ACADEMIC YEAR

	CANADA STUDENT LOAN	P.E.I. BURSARY	TOTAL
1981 – 82 (AUG. 1 – JULY 31)			
NUMBER ISSUED	1553	877	1553 (ASSISTED)
AMOUNT	$2,430,090	$909,897	$3,339,987
1980 – 81 (JULY 1 – JUNE 30)			
NUMBER ISSUED	1294	919	1294 (ASSISTED)
AMOUNT	$1,837,955	$704,990	$2,542,945
1979 – 80 (JULY 1 – JUNE 30)			
NUMBER ISSUED	1208	771	1208 (ASSISTED)
AMOUNT	$1,679,255	$594,602	$2,273,827